

24 May 1963

MEMORANDUM FOR THE RECORD

SUBJECT: OTR Education Committee Meeting

1. The OTR Education Committee met on 23 May 1963 at 0930 hours. Members and guests present were: [REDACTED]

25X1A9a

2. The purpose of the meeting was to hear Mr. [REDACTED] local brief us on the use and value of closed circuit television in a training situation and also inform us of suggested items of equipment and their approximate costs.

25X1A5a1

3. [REDACTED] made the following main points:

25X1A5a1

a. The use of closed circuit television leads to and requires better and more precise preparation by the instructors. The effectiveness from the closed circuit television is no better than the prepared materials going into it.

b. Successful closed circuit television systems depend primarily upon:

- (1) properly determined needs of television by the user,
- (2) the proper equipment to meet these needs,
- (3) carefully prepared instructional materials, and
- (4) carefully reviewed instructional materials.

4. Closed circuit television is primarily useful for:

a. overload of students and a shortage of instructors,

~~This document part of classified
integrated file. No check required
prior to individual classification action.~~

b. magnification of instructional activities, i.e. surgery, dentistry, biological or chemical experiments, and the like. Applied to OTR we would include magnification of selected visual aids as maps, charts, etc.

c. advantageous use of a "master or expert" instructor,

d. holding the span of attention of the students better, especially in smaller groups.

5. Elements related to the use of closed circuit television for interviewing personnel who must be separated from the audience:

a. the degree of success of the interview is consistent with the forethought and planning put into it,

b. closed circuit television is superior to that of a one-way mirror (interviewer and subject) or back-lighted silhouette (subject in actual presence of audience), and

c. the advantage of adding supplemental slides, background prepared materials, or other aids helpful to the actual interview.

6. The availability of a newly developed portable (60 lb.) video tape recorder (\$5,000) will provide a library of programs for playback at any time or any place convenient to the user. This seems to be a solution for the transmission of programs from one locale to another, particularly outside of the building where originally televised. The problem of security is a major concern for transmitting such television programs from one building to another. Representatives of OTR/SIC made the point that this recorder would be an excellent device for recording a program available only one time for future play-back and training use.

25X1A5a1

7. [REDACTED] noted privately to [REDACTED] that many newly constructed buildings plan for adequate conduits, outlets, etc. for future television facilities even though specific needs are not firmed up at the time of actual construction.

25X1A9a

25X1A5a1

8. [REDACTED] estimated our requirements for equipment as follows:

CONFIDENTIAL

3

1 camera		\$3,500
2nd camera		2,700
zoom lens		1,350
pan and tilt unit		800
special 16 m.m. film projector		1,300
slide projector (use any available projector)		
multiplexer		500
21" monitors	each	400 (four or five estimated as minimum requirements)

25X1A5a1 From the above, [REDACTED] estimated that \$15,000 would be ample to provide OTR with a good, reliable and versatile closed circuit television system. The video tape recorder would be extra.

25X1A9a

[REDACTED]
Educational Specialist/OTR